


MEMO

DATE: November 2, 2006

TO: Regional Council

FROM:  Shelia Stewart, Executive Assistant (213) 236-1868 or stewart@scag.ca.gov

RE: Conflict of Meetings

BACKGROUND:


During the course of the year we've tried to alleviate possible meeting conflicts with other agencies. At the October 5, 2006 meeting the Regional Council directed SCAG staff to contact various agencies regarding meeting schedules and report back as soon as possible if there were any conflicts.

In the past there have been two or three agencies that conflict with our monthly meetings. We've checked their websites as well as forwarded correspondence (attached) regarding possible meeting conflicts for the upcoming year. Their 2007 calendar was not available, however staff will continue to check, specifically by year end.

MEMO

DATE: October 11, 2006

TO: Executive Assistants and Clerk of the Board for
CALCOG; Contract Cities, League of California Cities & National League of Cities

FROM:  Shelia Stewart, Executive Assistant, (213) 236-1868 or email stewart@scag.ca.gov

SUBJECT: Conflict of Meetings

Over the past few years, SCAG's monthly Regional Council meetings have conflicted with some of your annual meetings. Several members of our Board have voiced concern as they participate in both SCAG's meetings as well as your meetings and it presents a hardship for them when meetings are scheduled at the same time.

We would like to work with you to alleviate some of these scheduling conflicts. To us in this effort, we're requesting a list of your annual meetings and special events for calendar year 2007.

We realize that some scheduling conflicts may still exist, but we would like to keep these conflicts at a minimum.

Attached you will find a copy of SCAG's meeting and special event schedule for 2007. If you should have any questions or need additional information, please contact Barbara Dove at 213.236.1861. Your calendar information can be sent to Barbara directly via email at dove@scag.ca.gov.

We appreciate your attention to this matter as we mutually try to maximize the involvement of all of our members.



**EXECUTIVE COMMITTEE,
ADMINISTRATION COMMITTEE, POLICY COMMITTEES
&
REGIONAL COUNCIL**

**MEETING SCHEDULE FOR
YEAR 2007 ***

Meetings are held on the first Thursday of each month

<i>Executive Committee</i>	<i>8:00 a.m. - 9:00 a.m.</i>
<i>Administration Committee</i>	<i>9:00 a.m. - 10:00 a.m.</i>
<i>TCC, EEC & CEHD</i>	<i>10:00 a.m. - 11:45 a.m.</i>
<i>Regional Council</i>	<i>12:00 noon - 1:30 p.m.</i>

January 4, 2007

February 1, 2007

March 1, 2007

April 5, 2007

May 2 & 3, 2007
(General Assembly - location TBD)

June 7 & 8, 2007
(RC Retreat- location TBD)

July 5, 2007

August 2, 2007 (DARK)

September 6, 2007

October 4, 2007

November 1, 2007

December 6, 2007

** Schedule subject to change*